

Wilcut, Lars

From: Chris Hornback <CHornback@NACWA.ORG>
Sent: Tuesday, October 14, 2014 1:25 PM
To: Wilcut, Lars
Subject: RE: Ammonia Workshop Room Size and Configuration

Thanks Lars! That should be perfect.

From: Wilcut, Lars [mailto:Wilcut.Lars@epa.gov]
Sent: Tuesday, October 14, 2014 1:14 PM
To: Chris Hornback
Subject: RE: Ammonia Workshop Room Size and Configuration

Chris,

The total capacity of the room is 59 people (maybe someone stole a chair at some point): 28 at the table and 31 along the walls. I haven't been out to see it yet, but the picture is exactly what you envisioned: a hollow-square with seating along the perimeter.

I'm trying to get out there this week, so I will have a better sense of the lay of the land after that.

Let me know what additional questions you may have.

Thanks!

Lars

From: Chris Hornback [mailto:CHornback@NACWA.ORG]
Sent: Tuesday, October 14, 2014 12:42 PM
To: Wilcut, Lars
Subject: Ammonia Workshop Room Size and Configuration

Lars – Can you please send me any further details on the room you have reserved for the workshop. Such as max capacity, table configuration, etc. And whether we can request a certain setup for the room in terms of configuration, perimeter seating (I'm envisioning a hollow-square setup, but realize I didn't specify that to you when we were reserving the space). I gave you a head count of 30-35 and we'll be at 35 (with staff and GLEC folks included), so I want to see what our options are for seating arrangements and any space for additional participants (I know others from EPA might want to participate).

Any additional details would be great.

Thanks,
Chris

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